

Knightsen Town Advisory Council

Erin Clancy-Mathias, Chair
Kim Carone, Vice Chair
Maria Jehs, Councilmember
Dale Giessman, Councilmember
Vacant Seat



Erin Clancy-Mathias, Chair

Office of Supervisor Diane Burgis
Contact: Alicia Nuchols
3361 Walnut Blvd., Suite 140
Brentwood, CA 94513
925-252-4500

*The Knightsen Town Advisory Council serves as an advisory body to the
Contra Costa County Board of Supervisors.*

Knightsen TAC AGENDA

**Tuesday, February 21, 2023
7:30p.m.**

To slow the spread of COVID-19, the Contra Costa County Health Officer's Shelter Order prevents public gatherings. In lieu of a public gathering, the Knightsen Town Advisory Council Meeting will be accessible via teleconference to all members of the public as permitted by the Governor's Executive Order N-29-20.

Board meetings can be accessed via Zoom:

<https://cccounty-us.zoom.us/j/7352813716>

or

**Dial In: (888) 278-0254
Conference code: 287093**

To access the full agenda packet, please visit:

<https://www.contracosta.ca.gov/6444/Municipal-Advisory-Councils>

The Knightsen Town Advisory Council will provide reasonable accommodations for persons with disabilities planning to attend the meeting. Please contact Alicia Nuchols at least 72 hours before the meeting at (925) 252-4500.

Materials distributed for the meeting are available for viewing at the District 3 Brentwood Office.

1. Call to Order/Roll Call

2. Approval of Agenda

3. Public Comment (3 minutes per speaker) *Time is allotted under Public Comment for those persons who wish to speak for up to three minutes on any item NOT on the agenda. The Board will hear your concerns, however, there will be no dialogue. Persons who wish to speak on matters on the agenda will be heard for up to three minutes when the Chair calls for comments. After persons have spoken on an agenda item, the hearing can be closed by the Chair and the matter is subject to discussion and action by the TAC. Persons wishing to speak are requested to fill out a speaker card.*

4. Agency Reports

- a. Contra Costa Sheriff's Department ~ Lt. Jacquez
- b. California Highway Patrol ~ Officer Thomas
- c. Contra Costa Fire Protection District
- d. Knightsen Elementary School District ~ Superintendent Yurkovich
- e. Office of Supervisor Diane Burgis ~ District Representative Alicia Nuchols

5. Consent Items

All matters listed under Consent Items are considered by the TAC to be routine and will be enacted by one motion. There will be no separate discussion of these items unless requested by a member of the TAC or a member of the public prior to the time the TAC votes on the motion to adopt.

- a. APPROVE Draft Record of Actions – January 17, 2023

6. Presentations

- a. None.

7. Items for Action and/or Discussion

- a. Discuss In-Person Meetings March 2023
- b. Discuss and provide direction on drafting a letter to Knightsen Town Community Services District (KTCSO)
- c. Discuss ideas for future community events – Tractor Stroll, Holiday Parade/Event

8. Committee Reports/Member Reports

- a. Code Enforcement

9. Correspondence (R= Received S=Sent)

- a. R-1/13/23 Contra Costa County Zoning Administration Meeting Agenda for January 23, 2023
- b. R-1/18/23 Email from Carolynne Steen; Re: Brown Act Violation
- c. R-1/24/23 Contra Costa County Planning Commission Meeting Agenda for January 25, 2023
- d. R-1/30/23 Contra Costa County Zoning Administration Meeting Agenda for February 6, 2023
- e. R-2/1/23 Contra Costa County Planning Commission Meeting Agenda for February 8, 2023
- f. S- 2/6/23 FAQ Follow Up to KTAC Distribution List
- g. R-2/13/23 Contra Costa County Zoning Administration Meeting Agenda for February 22, 2023

10. Future Agenda Items

11. Adjourn

Knightsen Town Advisory Council



Maria Jehs, Chair

Office of Supervisor Diane Burgis
Contact: Alicia Nuchols
3361 Walnut Blvd., Suite 140
Brentwood, CA 94513

Respectfully submitted by:
District Representative, Alicia Nuchols

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Contra Costa County Board of Supervisors and the County Planning Agency.*

Draft Record of Actions

7:30 p.m.

January 17, 2023

1. **MEMBERS PRESENT:** Chair Maria Jehs, Councilmember Carone, Councilmember Clancy-Mathias and Councilmember Giessman
MEMBERS ABSENT: Vice Chair Karen Reyna
2. **APPROVAL OF AGENDA:** Motion to approve the agenda made by Councilmember Clancy-Mathias. Second made by Councilmember Carone. Motion carried: 4-0. AYES: Carone, Clancy-Mathias, Giessman and Jehs
3. **PUBLIC COMMENT:**
Traina – New Years Eve flooding concerns, comments taken under 7a. Announcement of 4H Fair May 2023.
4. **AGENCY REPORTS:**
 - a. **Office of the Sheriff:** New Lt. Jacquez introduced herself and provided the activity report for the month of December.
 - b. **California Highway Patrol:** No Report – community looking for update on signage Delta and Knightsen Ave.
 - c. **Contra Contra Costa Fire Protection District:** No Report.
 - d. **Knightsen Town Community Services District:** No Report.
 - e. **Knightsen Elementary School District:** No Report
 - f. **Office of Supervisor Diane Burgis:** Alicia Nuchols reported on the way our office communicates information to our communities. Provided Facebook page, Newsletter and Eblasts, please email to sign up to receive.
5. **CONSENT ITEMS:**
 - a. **Approval of the Draft Record October 18, 2022:** Motion to approve the draft record of actions with corrections made by Clancy-Mathias. Second made by Carone. Motion Carried: 4-0. AYES: Carone, Clancy-Mathias, Giessman and Jehs.
6. **PRESENTATIONS:**
None.
7. **ITEMS FOR DISCUSSION AND/OR ACTION:**
 - a. **County Public Works Storm Response:** Chris Lau with Contra Costa County Public Works reported out what Public Works did during the storms. Chris provided context of Knightsen, it is fairly flat, rural with no storm drain systems. Only ditches, culverts, and private road ditches. County responsible for maintaining county roadways, the pavement itself making sure no safety issues and to make sure the roads drain adequately. Also, to keep County roadside ditches and culverts clean. Private property owners are to keep their driveways culverts clean. Private property owners need to understand how their property drains, how it takes on water and passes it downstream. Driveway culverts equals private property improvements to make sure you can safely enter and exit your property.
Tim Jensen with Contra Costa County Public Works, Flood Control, explained their roll. They maintain the Marsh Creek channel, basins & dams. They review rain gauges, analyze the data to make sure property owners, developers, etc. use correct information to design their facilities.
Councilmember Carone commented that the Knightsen Town Community Services District (KTCSO), the KTCSO was formed to study drainage problems and provide enhanced flood protection. The KTCSO has taken money from the community but have not done anything to provide enhanced flood protection.
This meeting record is provided pursuant to Better Government Ordinance 95-6, Article 25-2.205(d) of the Contra Costa County Ordinance Code.

Chris with public works referenced general drainage law Title 10 Chapter 10 (10-10) every property is to collect & convey to downstream system where it naturally flows. No blocking or filling drain ditches or culverts. Because Knightsen is flat, it doesn't flow very fast.

Councilmember Clancy-Mathias asked about the use of gravel cistern's – The response was the County doesn't have any and discussing that with the KTCSD could be a localized solution.

It was mentioned that a topography study was done at some time, not sure where that ended up but a more in-depth report could be helpful and this could be done by the KTCSD.

Resident Carolynne Steen asked if standing water on private property becomes emergent, can it be dumped into County ditch. If standing water on private property, the owner is responsible, if emergent yes.

Mr. Tom Baldocchi Jr voiced concerns over good governance and not neighborly to ok folks to drain water into the Public Works ditch, it could cause more damage. It is not ok to divert water.

Councilmember Clancy-Mathias again suggested looking into gravel cisterns.

Resident Abreu asked if KTAC has thought about drafting a letter to the KTCSD to ask what their current role is? What their position in the future will be? If they will be applying to dissolve the KTCSD?

Motion by Carone to draft the letter. Second by Jehs. Motion passed 3-0 Carone, Clancy-Mathias & Jehs.

- b. Review and Approve 2022 Annual Report and 2023 Objectives: Motion to approve the 2022 Annual Report and 2023 Objectives made by Carone. Second made by Jehs. Motion Carried: 4-0. AYES: Carone, Clancy-Mathias, Giessman and Jehs.
- c. Rotation of 2022 Chair and Vice Chair: Motion made by Jehs for Clancy-Mathias to be Chair in 2023. Second made by Carone. Motion Carried: 3-0. AYES: Carone, Clancy-Mathias, and Jehs. Giessman lost connection never made back to the meeting.
Motion made by Jehs for Carone to be Vice Chair in 2023. Second made by Clancy-Mathias. Motion Carried: 3-0. AYES: Carone, Clancy-Mathias, Giessman and Jehs. Giessman lost connection never made back to the meeting.
- d. Rotation of 2022 Code Enforcement Representative: Motion made by Jehs for Carone to be Code Enforcement Representative in 2023. Second made by Clancy-Mathias. Motion Carried: 3-0. AYES: Carone, Clancy-Mathias, Giessman and Jehs. Giessman lost connection never made back to the meeting.
- e. Update from Aiden Jehs on December community event – Update provided by Aiden Jehs.
- f. Discuss ideas for future community events – Tractor Stroll – request by Jehs to add Knightsen Tree Lighting and Parade

8. COMMITTEE REPORTS/MEMBER REPORTS

- a. **Code Enforcement:** No Report.

9. CORRESPONDENCE/ANNOUNCEMENTS (R=Received S=Sent)

- a. R-06/16/22 County Planning Commission Agenda for June 22, 2022
- b. S-9/16/22 Letter from Supervisor Burgis to Chair Maria Jehs for Time Capsule
- c. R-9/21/22 Letter from Chair Maria Jehs for Time Capsule
- d. R-10/13/22 Email from resident John Gonzales
- e. R-10/14/22 Contra Costa County Zoning Administration Meeting Agenda for October 17, 2022
- f. R-10/18/22 Contra Costa County Planning Commission Meeting Agenda for October 26, 2022
- g. R-10/25/22 Contra Costa County Zoning Administration Meeting Agenda for November 7, 2022
- h. R-11/09/22 Email from resident Carolynne Steen
- i. R-11/04/22 Contra Costa County Planning Commission Cancellation Notice for November 9, 2022
- j. R-11/15/22 Contra Costa County Zoning Administration Meeting Agenda for November 21, 2022
- k. R-11/28/22 Contra Costa County Zoning Administration Meeting Agenda for December 5, 2022
- l. R-11/28/22 Contra Costa County Planning Commission Meeting Agenda for November 30, 2022
- m. R-12/09/22 Contra Costa County Zoning Administration Meeting Agenda for December 19, 2022
- n. R-12/09/22 Contra Costa County Planning Commission Meeting Agenda for December 14, 2022
- o. R-1/03/23 Contra Costa County Zoning Administration Meeting Agenda for January 9, 2022
- p. R-1/11/23 Contra Costa County Planning Commission Meeting Agenda for January 11, 2022

g. FUTURE AGENDA ITEMS

Request to draft & send letter to KTCSD – current role in the community now & in the future

h. ADJOURNMENT

There being no further business before the Knightsen Town Advisory Council, Councilmember Clancy-Mathias motioned to adjourn the meeting at 8:37pm. The next regularly scheduled Knightsen Town Advisory Council meeting on February 21, 2023 at 7:30p.m. and location to be determined due to Covid-19.

CONTRA COSTA COUNTY ZONING ADMINISTRATOR

MONDAY, JANUARY 23, 2023
ZONING ADMINISTRATOR HEARING ROOM
30 MUIR ROAD
MARTINEZ, CA 94553

1:30 P.M.

The Zoning Administrator meeting will be accessible in-person, via telephone, and via live-streaming to all members of the public. Zoning Administrator meetings can be viewed live online at:

http://contra-costa.granicus.com/ViewPublisher.php?view_id=13.

Persons who wish to address the Zoning Administrator during public comment or with respect to an item on the agenda may comment in person or may call in during the meeting by dialing (888) 278-0254, followed by the access code 198675##. A caller should indicate they wish to speak on an agenda item, by pushing "#2" on their phone. Access via Zoom is also available using the following link: <https://cccouny-us.zoom.us/j/89686360610>. Those participating via Zoom should indicate they wish to speak on an agenda item by using the "raise your hand" feature in the Zoom app. Public comments may also be submitted before the meeting by email at planninghearing@dcd.cccouny.us or by voicemail at (925) 655-2860.

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The Community Development Division of the Department of Conservation and Development will provide reasonable accommodations to those persons needing translation services and for persons with disabilities who wish to participate in Zoning Administrator meetings. Please contact Hiliana Li at least 48 hours before the meeting at (925) 655-2860.

1. PUBLIC COMMENTS:

2. DEVELOPMENT PLAN: CONTINUED CLOSED HEARING

- 2a. DORRICE PYLE (Applicant) - REBECCA YANG (Owner), County File #CDDP22-03028: A request for approval of a Development Plan and Kensington Design Review for a proposed conversion of an unconditioned crawlspace within an existing single-family residence and ground level addition which will result in a total size of approximately 2,531 square feet (where the hearing threshold standard is 2,500 square feet for the lot). The project also includes a variance request for three stories (where 2.5 stories is the maximum allowed). The subject property is located at 6 Willow Lane in the Kensington area. (Zoning: Single-Family Residential (R-6), Tree Obstruction of Views (-TOV) and Kensington (-K) Combining Districts) (APN: 571-250-003) (Continued from 01/09/23 LC) GF Staff Report

3.. LAND USE PERMIT: PUBLIC HEARING

- 3a. SYDNEY SIGMUND, VIRTUAL SITE WALK, LLC (Applicant) - ADOBE RANCH LLC (OWNER), County File #CDLP22-02056: The applicant requests approval of a Land Use Permit for continuing operation of an existing Sprint wireless telecommunications facility and an existing Verizon wireless telecommunications facility on an existing monopine, as a SBA Telecommunications facility. The two wireless telecommunications facilities were established under Land Use Permit CDLP04-02073, and most recently operated under Land Use Permits CDLP12-02092 (Sprint) and CDLP12-02017 (Verizon). No modifications of the monopine or the wireless facilities are proposed. The project site is near the northwest corner of the parcel located at 5201 Orwood Road in the Knightsen area in unincorporated Contra Costa County. (Zoning A-4, Agricultural Preserve District) (Assessor's Parcel Number: 015-200-004) EL Staff Report

- 3b. SYDNEY SIGMUND, VIRTUAL SITE WALK, LLC (Applicant) - EAST BAY REGIONAL PARK DISTRICT (Owner), County File CDLP22-02034: The applicant requests approval of a Land Use Permit for continuing operation of an existing Crown Castle Wireless Telecommunications Facility with AT&T equipment that was established under Land Use Permit CDLP12-02023. No modifications of the wireless facility are proposed. The property is located at 0 Vasco Road, approximately two miles south of the Vasco

Road/Camino Diablo intersection, in the Byron area of unincorporated Contra Costa County. (Zoning: A-3, Heavy Agricultural District) (Assessor's Parcel Number: 001-011-047) MLL Staff Report

- 3c. ROBERT ROMEO (Applicant and Property Owner); County File #CDLP22-02045: The applicant requests approval of a Land Use Permit to recognize and renovate an existing single-family residence in a light industrial zoned area, and to renovate the existing commercial building in the rear yard that requires approval of a Variance for a 1-foot, 3-inch side yard (where 10-feet is the minimum required) to change its roof pitch. The subject property is located at 281 Arthur Road in the unincorporated Martinez area of Contra Costa County. Zoning: Light Industrial (L-I); APN: 380-062-014 DV Staff Report
4. DEVELOPMENT PLAN: PUBLIC HEARING
- 4a. WEST COAST LAND AND DEVELOPMENT, INC (Applicant & Owner), County File #CDDP21-03031: The applicant requests approval of a Development Plan to construct an approximately 22,247-square-foot 24-unit apartment building and covered carports, and to install of associated improvements (e.g. pavement, utilities, stormwater conveyance) on a vacant property. The project includes a Tree Permit for the removal of approximately seven code protected trees and a Variance request for a proposed 38'-6" height (where 30' is the maximum) and a 24.5' driveway aisle width (where 25' is the minimum). The project includes two units for low-income households and one unit for very low-income households and is requesting a Density Bonus of 2 units for a total of 24 units and is requesting a concession to reduce the Open Space requirement from 25% to 20.5%. The applicant is requesting reduction in development standards pursuant to Government Code 65915(p) for parking ratios and 65915(e) for reduced parking stall size, parking setbacks, and total number of covered parking spaces. The project includes approximately seven cubic yards of cut and 3,803 cubic yards of fill. The project requests an exception to Division 914, Collect and Convey requirements. The subject property is located approximately 125 feet north of Windhover Way and Pacheco Boulevard Intersection in unincorporated Martinez. (Zoning: Multiple-Family Residential, M-29) (APN: 380-220-066) EL Staff Report

PLEASE NOTE: THE NEXT MEETING OF THE CONTRA COSTA COUNTY ZONING ADMINISTRATOR WILL BE HELD ON MONDAY, FEBRUARY 6, 2023.

From: Carolynne Steen <carolynnesteen@comcast.net>

Date: Wednesday, January 18, 2023 at 1:05 PM

To: Alicia Nuchols <Alicia.Nuchols@bos.cccounty.us>, 'Maria Jehs' <maria.jehs@yahoo.com>

Subject: Brown Act Violation at KTAC 1-17-23

Good Afternoon Alicia and Maria,

This is to inform you of a Brown Act Violation which occurred during the KTAC meeting on Thursday 1-17-23.

During the meeting a community member Lori Abrue suggested to the council to 'get together' and send a letter to the Knightsen Town Community District Services. The council then discussed, took action and voted on composing a letter to send to KTCSD.

Composing and sending a letter to KTCSD was not listed anywhere on the agenda for the 1-17-23 meeting.

As you know, according to the Brown Act **"A body may not take action or discuss any item that does not appear on the posted agenda" (Section 54954.2).**

Respectfully,
Carolynne Steen

~ C A N C E L L E D ~

**COUNTY PLANNING COMMISSION
CONTRA COSTA COUNTY
WEDNESDAY, JANUARY 25, 2023
30 MUIR ROAD
MARTINEZ, CALIFORNIA 94553**

CHAIR: Kevin Van Buskirk
VICE-CHAIR: Bhupen Amin
COMMISSIONERS: Jeffrey Wright, Donna Allen, Bob Mankin, Ross Hillesheim, Sanjiv Bhandari

NOTICE: Commission may change the order of items on the agenda at the beginning of the meeting.

To slow the spread of COVID-19, in lieu of a public gathering, the County Planning Commission meeting will be accessible live online or by telephone to all members of the public as permitted by Government Code section 54953(e).

Commission meetings can be accessed live either online or by telephone.

**ACCESS THE MEETING LIVE ONLINE AT:
<https://cccouny-us.zoom.us/j/85003556583>
Meeting ID: 850 0355 6583**

**ACCESS THE MEETING BY TELEPHONE AT:
(214) 765-0478 (US Toll)
(888) 278-0254 (US Toll Free)
Followed by Access Code: 198675**

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****** 6:30 P.M. ******

**THE NEXT MEETING OF THE CONTRA COSTA COUNTY PLANNING COMMISSION WILL BE ON
WEDNESDAY, FEBRUARY 8, 2023, at 6:30 p.m.**

CONTRA COSTA COUNTY ZONING ADMINISTRATOR

MONDAY, FEBRUARY 6, 2023
ZONING ADMINISTRATOR HEARING ROOM
30 MUIR ROAD
MARTINEZ, CA 94553

1:30 P.M.

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1. PUBLIC COMMENTS:

2. DEVELOPMENT PLAN: CONTINUED PUBLIC HEARING

- 2a. DORRICE PYLE (Applicant) - REBECCA YANG (Owner), County File #CDDP22-03028: A request for approval of a Development Plan and Kensington Design Review for a proposed conversion of an unconditioned crawlspace within an existing single-family residence and ground level addition which will result in a total size of approximately 2,531 square feet (where the hearing threshold standard is 2,500 square feet for the lot). The project also includes a variance request for three stories (where 2.5 stories is the maximum allowed). The subject property is located at 6 Willow Lane in the Kensington area. (Zoning: Single-Family Residential (R-6), Tree Obstruction of Views (-TOV) and Kensington (-K) Combining Districts) (APN: 571-250-003) (Continued from 01/23/23 LC) GF Staff Report

3. LAND USE PERMIT: PUBLIC HEARING

- 3a. CROWN CASTLE, LLC, C/O SYDNEY SIGMUND, VIRTUAL SITE WALK (Applicant) - BRIAN TIMOTHY GATES (Owner), County File # CDLP22-02054: The applicant requests approval of a Land Use Permit to re-establish a wireless telecommunication facility, previously established under expired permit #LP92-2092. The facility includes two 25-foot-tall support towers, each with one antenna, and ground mounted ancillary equipment within a 736 square foot fenced equipment area. The project is located at 601 Fish Ranch Road in the unincorporated Orinda area. (Zoning: General Agricultural (A-2)) (Assessor Parcel Number: 273-171-038) JL Staff Report
- 3b. GURSOY KAVGACI, BERRA GYRO (Applicant) - PACIFIC/BOWIE - TRACY II (Owner), County File CDLP22-02055: The applicant requests approval of a Land Use Permit to operate the Berra Gyro restaurant in an existing tenant space in the Sandy Cove Shopping Center pursuant to Condition of Approval #7 of approved Land Use Permit CDLP00-0095, and approval of tenant signs for the restaurant pursuant to the Sandy Cove Shopping Center Signage Design Criteria. No modifications of the tenant space are proposed. The property is located at 14870 Highway 4, Suite A, in the Discovery Bay area of unincorporated Contra Costa County. (Zoning: P-1, Planned Unit District) (Assessor's Parcel Number: 011-470-007) MLL Staff Report

- 3c. GERRY PARCO, WARE MALCOMB (Applicant) - BAY POINT VENTURE ONE LLC (Property Owner); County File #CDLP20-02056: The applicant requests approval of a Land Use Permit/Development Plan Combination to allow the establishment of a contractor's yard for Bigge Crane company to store their crane parts and support elements on storage and transportation trailers. The project also includes the following: A Lot Line Adjustment to take approximately 1.78 acres from APN: 098-250-020 so the 16,350 square-foot stormwater treatment basin can be located on the subject property, approximately 2,817 cubic yards of grading that will be redistributed onsite, 7.89 acres of surface area to be gravel compacted, which results in approximately 8,452 cubic yards of gravel to withstand the weight of flat beds, storage of crane parts, and emergency vehicles, approximately 31,300 square-feet of landscaping to be installed along Port Chicago Highway, installation of a 1,440 square-foot office trailer, a 7-space parking lot, trash enclosure, perimeter fencing, and drainage improvements. The subject property is 11.48-acres located at the intersection of Port Chicago Highway and Skipper Road in the unincorporated Bay Point area of Contra Costa County. Zoning: Bay Point Planned Unit District (P-1); APNs: 098-250-019 and 098-250-020 DV Staff Report
- 3d. DEREK TURNER QUALTEK WIRELESS (Applicant) - GREG & BEVERLY KENT (Owners), County File #CDLP22-02063: The applicant requests approval of a Land Use Permit to renew and modify a wireless telecommunication facility, permitted under land use permit #LP12-2031. The facility includes a 50-foot tall support tower with two antenna and RRUs, and ground mounted ancillary equipment, within a 172 square foot equipment shelter. The project is located at 13 Pary Court in the unincorporated Alamo area. (Zoning: Single-Family Residential (R-40)) (Assessor Parcel Number: 197-390-015) JL Staff Report

PLEASE NOTE: THE NEXT MEETING OF THE CONTRA COSTA COUNTY ZONING ADMINISTRATOR WILL BE HELD ON WEDNESDAY, FEBRUARY 22, 2023.

**COUNTY PLANNING COMMISSION
CONTRA COSTA COUNTY
WEDNESDAY, FEBRUARY 8, 2023
30 MUIR ROAD
MARTINEZ, CALIFORNIA 94553**

CHAIR: Kevin Van Buskirk
VICE-CHAIR: Bhupen Amin
COMMISSIONERS: Jeffrey Wright, Donna Allen, Bob Mankin, Ross Hillesheim, Sanjiv Bhandari

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Meeting ID: 897 0214 1021

**ACCESS THE MEETING BY TELEPHONE AT:
(214) 765-0478 (US Toll)
(888) 278-0254 (US Toll Free)
Followed by Access Code: 198675**

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****** 6:30 P.M.******

1. CONSIDER authorizing the County Planning Commission to continue teleconference meetings under Government Code section 54953(e), make related findings, and take related actions. Staff Report
2. PUBLIC HEARINGS
 - a. BOB NUNN (Applicant) - RONALDE. & SHIRLEY A. NUNN (Owner), County Files # CDAP19-0005, CDRZ20-3257 & CDLL19-0001: Applicant requests approval of a rezone from Heavy Agricultural District (A-3) to Agricultural Preserve District (A-4) for APN 007-130-022. This rezone is requested for the purpose of altering the boundaries of an existing agricultural preserve and placing APNs 010-070-051, 010-070-040, and 007-130-022 into a new land conservation contract, following a lot line adjustment between the three subject lots. The subject property consists of two legal parcels composed of three APNs, including a 30.44-acre, a 6.96-acre, and a 4.25-acre lot, all located northwest of the intersection of Highway 4 and Marsh Creek Road in the unincorporated Brentwood area. [Zoning: Heavy Agricultural District (A-3) & Agricultural Preserve District (A-4), APN: 010-070-051, 010-070-040, & 007-130-022] DB Staff Report
 - b. JOHN LIMA & MARCELA LUNA (Applicant) - JOHN LIMA AND MARCELA LUNA FAMILY TRUST (Owner), County File #CDAP18-0006 & CDRZ21-3263: Applicant requests approval of a rezone from Exclusive Agricultural District (A-80) to Agricultural Preserve District (A-4) for APNs 204-050-027 and 204-050-028. This rezone is requested for the purpose of establishing a new agricultural preserve and placing APNs 204-050-027 and 204-050-028 into a new land conservation contract. The subject property consists of two legal parcels, including an 80-acre and an 81.47-acre parcel, all located at 6300 Old School Road in the Tassajara Valley area. [Zoning: Exclusive Agricultural District (A-80), APN: 204-050-027 & 204-050-028] DB Staff Report
3. PUBLIC COMMENTS
4. STAFF REPORT
5. COMMISSIONERS' COMMENTS
6. COMMUNICATIONS

THE NEXT MEETING OF THE CONTRA COSTA COUNTY PLANNING COMMISSION WILL BE
WEDNESDAY, FEBRUARY 22, 2023, AT 6:30 P.M.

From: Alicia Nuchols <Alicia.Nuchols@bos.cccounty.us>

Date: Monday, February 6, 2023 at 9:01 AM

To: Alicia Nuchols <Alicia.Nuchols@bos.cccounty.us>

Subject: FAQ Follow Up

As a follow up to the Knightsen Town Advisory Council meeting held on January 17, 2023, the Public Works Department would like to clarify statements made in response to community questions and correct the record. The following are answers to questions that were asked at the meeting.

1. What are the public roadside ditches designed to do?

The County maintains public roadside ditches and cross culverts in the public road right of way in Knightsen. These ditches are designed to collect water from roads and to keep the roads clear of water. These ditches do not flow or move the water to an outlet. They function as a roadside detention basin. If a public road cross culvert or roadside ditch is not functioning properly, call the County Public Works Department, Maintenance Division, at (925) 313-7000 to report it.

2. Can property owners pump or discharge flood waters from private property into a public roadside ditch?

No. To correct statements provided in the Knightsen Town Advisory Council meeting on January 17, 2023, public roadside ditches and cross culverts are intended to convey drainage away from the roadways. They are not designed to take additional water from private properties. Pumping or discharging water into ditches can cause unintended impacts like flooding, erosion, and hazards to roads, infrastructure, and neighboring properties. These ditches do not drain to an outlet. They are designed to hold water until it percolates or evaporates.

3. Can property owners pump flood waters onto adjacent properties?

No. Doing so can cause damage to other properties and can be a violation of the County's 1010 Drainage Ordinance, and California Drainage Law.

Alicia Nuchols~
Deputy Chief of Staff



CONTRA COSTA
BOARD OF SUPERVISORS

Office of Supervisor Diane Burgis Contra Costa County, District 3
3361 Walnut Boulevard, Suite 140
Brentwood, CA 94513
Phone (925) 655-2330
Direct (925) 655-2335

CONTRA COSTA COUNTY ZONING ADMINISTRATOR

WEDNESDAY, FEBRUARY 22, 2023
ZONING ADMINISTRATOR HEARING ROOM
30 MUIR ROAD
MARTINEZ, CA 94553

1:30 P.M.

The Zoning Administrator meeting will be accessible in-person, via telephone, and via live-streaming to all members of the public. Zoning Administrator meetings can be viewed live online at:
http://contra-costa.granicus.com/ViewPublisher.php?view_id=13.

Persons who wish to address the Zoning Administrator during public comment or with respect to an item on the agenda may comment in person or may call in during the meeting by dialing (888) 278-0254, followed by the access code 198675##. A caller should indicate they wish to speak on an agenda item, by pushing "#2" on their phone. Access via Zoom is also available using the following link: <https://cccouny-us.zoom.us/j/89686360610>. Those participating via Zoom should indicate they wish to speak on an agenda item by using the "raise your hand" feature in the Zoom app. Public comments may also be submitted before the meeting by email at planninghearing@dcd.cccouny.us or by voicemail at (925) 655-2860.

Commenters will generally be limited to three (3) minutes each. Comments submitted by email or voicemail will be included in the record of the meeting but will not be read or played aloud during the meeting. The Zoning Administrator may reduce the amount of time allotted per commenter at the beginning of each item or public comment period depending on the number of commenters and the business of the day. The Zoning Administrator may alter the order of agenda items at the meeting. Your patience is appreciated.

The Community Development Division of the Department of Conservation and Development will provide reasonable accommodations to those persons needing translation services and for persons with disabilities who wish to participate in Zoning Administrator meetings. Please contact Hiliana Li at least 48 hours before the meeting at (925) 655-2860.

1. PUBLIC COMMENTS:

2. NOTICE OF FINE APPEAL: CONTINUED PUBLIC HEARING

- 2a. PABLO & MAXINE FARIAS (Owner): This is an appeal hearing for a Notice of Fine that was issued for Code Enforcement Case BIRF21-00404. This case is for violation (s) of sections 88-4.206 (junkyard conditions defined), 82-2.006 (unlawful use of land), and 84-38.402 (uses permitted in an A-2 zoning district) The subject property is located on 26835 Marsh Creek Road, Brentwood. CF Staff Report
- 2b. HAMILTON DANIELLE R and AHART MICHEALIA K (Owners): This is an appeal hearing for a Notice of Fine that was issued for Code Enforcement Case BIRF19-00040. This case is for violation(s) of Land Sea shipping containers being stored on the parcel in an R-10 zoning district. The property address is 5577 Sobrante Ave, El Sobrante, California. RH Staff Report

3.. DEVELOPMENT PLAN: CONTINUED PUBLIC HEARING

- 3a. WEST COAST LAND AND DEVELOPMENT, INC (Applicant & Owner), County File #CDDP21-03031: The applicant requests approval of a Development Plan to construct an approximately 22,247-square-foot 24-unit apartment building and covered carports, and to install of associated improvements (e.g. pavement, utilities, stormwater conveyance) on a vacant property. The project includes a Tree Permit for the removal of approximately seven code protected trees and a Variance request for a proposed 38'-6" height (where 30' is the maximum) and a 24.5' driveway aisle width (where 25' is the minimum). The project includes two units for low-income households and one unit for very low-income households and is requesting a Density Bonus of 25% to 20.5%. The applicant is requesting reduction in development standards pursuant to Government Code 65915(p) for parking ratios and 65915(e) for reduced parking stall size, parking setbacks, and total number of covered parking spaces. The project includes approximately seven cubic yards of cut and 3,803 cubic yards of fill. The project requests an exception to Division 914, Collect and Convey requirements. The subject property is located approximately 125 feet north of Windhover Way and Pacheco Boulevard Intersection in unincorporated Martinez. (Zoning: Multiple-Family Residential, M-29) (APN: 380-220-066) (Continued from 01/23/23 LC) EL Staff Report

- 3b. SCOTT MUIR, LANDSCAPE ARCHITECT (Applicant) - JORDAN HARPOLE (Owner), County File #CDDP20-03030: The applicant requests approval of a Development Plan to allow deviations from the design standards provided in Condition of Approval #11 of Final Development Plan County File #CDDP01-03061 for the construction of a pool, multiple patios over 18 inches in height, and multiple retaining walls that are cumulatively over 3 feet in height, all outside of the final approved building envelope of the subject property. The project includes a request for approval of a Tree Permit to allow work within the driplines of three (3) code-protected oak trees. The project is located at 446 Legacy Drive in Alamo. The Zoning Administrator will consider taking related actions under the California Environmental Quality Act. (Zoning: Planned Unit, P-1); (Assessor's Parcel Number: 193-010-031) SS Staff Report
4. TREE PERMIT AND SMALL LOT DESIGN REVIEW: PUBLIC HEARING
- 4a. CASPER LIU, THOMAS JAMES HOMES (Applicant) - SF21G LLC (Owner), County File CDTP22-00053: The applicant requests approval of a Tree Permit and Small Lot Design Review for the removal of four code-protected trees of varying species and sizes (ranging from eight to 16 inches in diameter) and work within the drip lines of 13 additional code-protected trees, for the demolition of an existing single-family residence and pool, and construction of a new 4,684 square-foot two-story residence with an attached 464 square-foot garage, a 60 square-foot front porch, and a 276 covered outdoor living area adjoining the rear of the new residence to the south, on a parcel of substandard average width. The property is located at 56 Sandra Court in the Alamo area of unincorporated Contra Costa County. (Zoning: R-20 Single-Family Residential District) (Assessor's Parcel Number: 197-060-007) MLL Staff Report

PLEASE NOTE: THE NEXT MEETING OF THE CONTRA COSTA COUNTY ZONING ADMINISTRATOR WILL BE HELD ON MARCH 6, 2023